

JORDAN LAKE PARTNERSHIP
SUPPLEMENTAL ARTICLE No. 7
Compendium of Potential Raw Water Sources
Triangle J Council of Governments

Pursuant to Section 6 of the *Memorandum of Understanding Supporting a Regional Water Supply Partnership for Water Supply Planning and Potential Joint Use of B. Everett Jordan Reservoir* dated March 16, 2009 and amended July 7, 2015 (MOU), this Supplemental Article No. 7 defines the terms under which the ***Compendium of Potential Raw Water Sources*** will be developed by the Jordan Lake Partnership. The signatories to this Supplemental Article agree to reimburse the Lead Contractual Agency for actual costs incurred, according to cost shares defined below, up to the total cost shown.

Lead Contractual Agency: City of Durham

Project Scope:

The project scope is described in the ***Proposal for Jordan Lake Partnership Work Plan PRIORITY 1 – Update & Expand Information on Potential Water Sources (Compendium of Potential Raw Water Sources)*** document dated July 24, 2015 from Triangle J Council of Governments (**Attachment A**).

The project scope is described in detail within Attachment A as appears on pages 4-7 of this supplemental article.

Project Cost: The total project cost is \$29,262.00. Attachment A defines the breakdown of project costs in detail as appears on page 6 of this supplemental article.

Project Management Team: The Project Management Team will be made up of one representative from each of the signatories as appointed by that partner's Manager or Executive Director.

The Jordan Lake Partnership members participating in this work includes the following:

- | | |
|-------------------------|-----------------------|
| • Town of Apex | • Town of Morrisville |
| • Town of Cary | • Orange County |
| • Chatham County | • OWASA |
| • City of Durham | • Town of Pittsboro |
| • Town of Hillsborough | • City of Raleigh |
| • Town of Holly Springs | • Wake County |

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Signatory Cost Shares: The costs will be split based on the relative Level 1, Level 2, or Level 3 base charges each Partner is paying under the MOU and are reflected in the following table:

Town of Apex	\$ 2,663.00
Town of Cary	\$ 5,321.00
Chatham County	\$ 1,139.00
City of Durham	\$ 5,321.00
Town of Hillsborough	\$ 1,139.00
Town of Holly Springs	\$ 1,139.00
Town of Morrisville	\$ 1,139.00
Orange County	\$ 1,139.00
OWASA	\$ 2,663.00
Town of Pittsboro	\$ 1,139.00
City of Raleigh	\$ 5,321.00
City of Sanford	\$ -
Wake County	\$ 1,139.00
Total	\$ 29,262.00

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COMPENDIUM OF POTENTIAL RAW WATER SOURCES

ATTACHMENT A

SCOPE OF WORK

JORDAN LAKE PARTNERSHIP
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W o r l d
C l a s s
R e g i o n

TRIANGLE J COUNCIL OF GOVERNMENTS

4307 Emperor Boulevard, Suite 110
Durham, NC 27703

919.549.0551 FAX: 919.549.9390
www.tjcog.dst.nc.us

July 24, 2015

Mr. Donald Greeley
Director, Department of Water Management
City of Durham
101 City Hall Plaza
Durham, NC 27701

Re: Proposal for Jordan Lake Partnership Workplan PRIORITY 1 – Update & Expand Information
on Potential Water Sources (Compendium of Potential Raw Water Sources)

Dear Mr. Greeley,

Please find attached a proposal for completing the first priority for the Jordan Lake Partnership's technical support workplan to update and expand information on potential water sources. The cost for this proposed work is \$29,260, with a six-month timeline to complete the project.

This project supports long range water supply planning and would be an important task to complete before the Triangle Regional Water Supply Plan could be updated. The existing TRWSP was limited to sources that had been previously evaluated by individual utilities and selected for further evaluation or implementation; this project would include sources previously evaluated but not selected for inclusion in the TRWSP. The resulting documentation will serve as valuable background information for updating the TRWSP.

This project will result in a more complete portfolio of potential future raw water supply sources. It does not involve any new original research, but is instead designed to capture the information that was "cut" from the TRWSP if that source was not in any of the selected "collections of sources."

Please see the attached scope and budget for more details about the proposed project. If you have any questions or if I can provide any additional information, please do not hesitate to contact me at 919-295-0017 or mschlegel@tjcog.org. Thank you for the opportunity to assist you with this very important project. We look forward to continuing to work with the City of Durham and the Jordan Lake Partnership on secure and sustainable water supplies for the Triangle Region.

Sincerely,

Michael B. Schlegel,
Water Resources Program Manager

MISSION STATEMENT

*To serve as an intergovernmental organization for local elected officials
that works proactively on regional issues in order to sustain and improve the quality of life for our citizens.*

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**PRIORITY 1: Update & Expand Information
on Potential Water Sources**

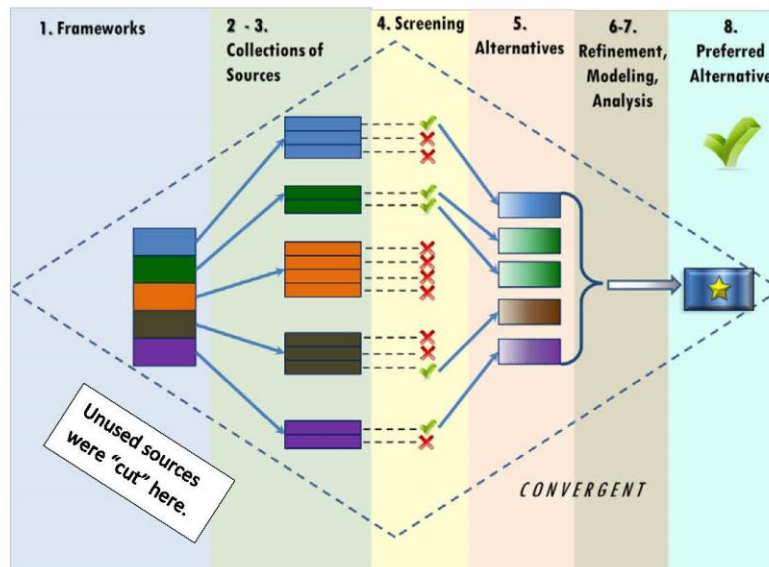
PURPOSE: Refine and expand summaries of information on potential water supply sources for the Triangle Region based on existing documents.

Background

This project supports *long range water supply planning* and would be an *important task* before the Triangle Regional Water Supply Plan could be updated. The 2014 TRWSP included Source Summaries for most sources that were included in one or more of the Collections of Sources considered by the Partners; these sources had been previously evaluated by individual utilities and were selected for further evaluation or implementation in the 2014 TRWSP. This Water Sources Information Compendium Project would compile information on sources not included the 2014 TRWSP. The updated and expanded source information will expand the portfolio of potential future water supply sources for consideration under a later update of the TRWSP.

Structure for Priority 1 Project

This project does not involve creating new information; instead, the project will capture information that was “cut” from the TRWSP if that source was not in any of the “collections of sources” considered through the screening and selection of preferred alternatives.



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Compendium of Potential Raw Water Sources

Triangle J Council of Governments

This project would produce four primary deliverables:

- A1. A **bibliography** listing documents with information on the potential sources and a **matrix** summarizing which documents contain information on which potential sources.
- A2. **Source Summaries** for any sources considered at any step of the TRWSP process that did not have Source Summaries included in the 2014 TRWSP. All information included in Source Summaries would be from existing documents.
- A3. A Memo summarizing **findings and remaining gaps** in information (yield, feasibility, challenges, costs, etc.) based on Deliverable A2.
- A4. A PowerPoint **presentation** summarizing existing information about yield, feasibility, challenges, costs, etc. related to specific potential sources, and highlighting information that needs to be generated or updated.

Scope of Work for TJCOG

The total estimated cost for this project is \$29,260, which is estimated to require 308 hours at a **Budgeted Rate of \$95/hour**. In practice, actual costs and hours will vary based on the assigned staff, but will not exceed the total budget.

Deliverable/Major Task	% of Total	Hours	Budget by Task
A1. Bibliography and Summary Matrix (SM)	34%	105	\$9,975
A2. Additional and Revised Source Summaries (SS)	40%	122	\$11,590
A3. TM of findings and remaining information gaps	13%	41	\$3,895
A4. PowerPoint presentation	3%	10	\$950
PM: Project management	10%	30	\$2,850
	100%	308	\$29,260

See next page for a detailed scope of work.

JORDAN LAKE PARTNERSHIP

SUPPLEMENTAL ARTICLE No. 7 Compendium of Potential Raw Water Sources Triangle J Council of Governments

Draft Scope: Revised July 24, 2015			Percent	Total	SCHEDULE and HOURS by MONTH						
Deliverable			of Total	Hours:	M1	M2	M3	M4	M5	M6	
Tasks			Hours	308	41	59	57	55	74	22	
A1. Bibliography and Summary Matrix (SM)			34%	105	31	41	33	0	0	0	
Create templates for Bibliography and its entries				2	2						
Create SM template and notation conventions				6	6						
Obtain JLP input on templates via email; revise if necessary				4	4						
Review refs in Vol.1 Individual Source Summaries against appendix				1	1						
Obtain compiled Characklis model source info (Excel files)				0							
Reformat refs in Vol.1 to Bibliography format				6	6						
Create new entries for Bibliography from new docs/info				10	5	5					
Ask JLP to review Bibliography for completeness				2	2						
Skim information from Bibliography to populate SM				31	5	26					
Review Bibliography documents for refs to additional docs				12		10	2				
Obtain additional (secondary) documents/information				6			6				
Scan additional documents not already available digitally				0							
Create entries for additional documents in Bibliography				8			8				
Skim additional documents to populate SM				12			12				
Check SM against existing Source Summaries' content				5			5				
[no tertiary-level document retrieval/review]											
A2. Additional and Revised Source Summaries (SS)			40%	122	0	14	20	51	37	0	
Create a table listing existing Source Summaries				4		4					
Decide how to handle SS with variations or conflicting info				4		4					
Create a consistent naming and unique IDs for Sources				4		4					
Define with JLP what constitutes an information "gap"				2		2					
Refine existing SS based on review of A1 documents				40			20	20			
Develop new SS based on review of A1 documents				50				25	25		
Flag potential gaps and send all SS to JLP for review				12				6	6		
Revise SS based on JLP review and update Appendix C				6					6		
A3. TM of findings and remaining information gaps			13%	41	0	0	0	0	33	8	
Review all gaps in revised SS and outline TM				5					5		
Summarize gaps based on flags in revised SS				10					10		
Review gaps with JLP and prioritize gaps for future research				2					2		
Develop graphics for memo and PowerPoint presentation				16					16		
Send memo for JLP review via email; revise memo				8						8	
A4. PowerPoint presentation(s)			3%	10	0	0	0	0	0	10	
Develop master presentation				10						10	
PM: Project management			10%	30	10	4	4	4	4	4	
Execute Agreement for Project 1				3	3						
Set up project in Sage; TJCOG budget amendment				3	3						
Establish and monitor project schedule				12	2	2	2	2	2	2	
Run Sage report monthly after indirect has been allocated				0							
Monitor budget (enter Sage costs and recalculate burn rate)				6	1	1	1	1	1	1	
Invoice and report on progress to JLP				6	1	1	1	1	1	1	
Prepare annual budget package for TJCOG Finance				0							
Budgeted Rate: \$95			\$	29,260							

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Participant: TOWN OF APEX

Bruce Radford, Town Manager

Date

ATTEST:_____

JORDAN LAKE PARTNERSHIP
SUPPLEMENTAL ARTICLE No. 7
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Triangle J Council of Governments

Participant: TOWN OF CARY

Benjamin T. Shivar, Town Manager

Date

ATTEST:_____

JORDAN LAKE PARTNERSHIP

SUPPLEMENTAL ARTICLE No. 7

**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: CHATHAM COUNTY

Charlie Horne, County Manager

Date

ATTEST:_____

JORDAN LAKE PARTNERSHIP

SUPPLEMENTAL ARTICLE No. 7

**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: CITY OF DURHAM

Thomas J. Bonfield, City Manager

Date

ATTEST: _____

JORDAN LAKE PARTNERSHIP

SUPPLEMENTAL ARTICLE No. 7

**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: TOWN OF HILLSBOROUGH

Eric Peterson, Town Manager

Date

ATTEST: _____

JORDAN LAKE PARTNERSHIP

SUPPLEMENTAL ARTICLE No. 7

**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: TOWN OF HOLLY SPRINGS

Charles Simmons, Town Manager

Date

ATTEST: _____

JORDAN LAKE PARTNERSHIP

SUPPLEMENTAL ARTICLE No. 7

**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: TOWN OF MORRISVILLE

Martha Wheelock, Town Manager

Date

ATTEST: _____

JORDAN LAKE PARTNERSHIP

SUPPLEMENTAL ARTICLE No. 7

**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: ORANGE COUNTY

Bonnie B. Hammersley, County Manager

Date

ATTEST:_____

JORDAN LAKE PARTNERSHIP

SUPPLEMENTAL ARTICLE No. 7

**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: OWASA (Orange Water and Sewer Authority)

Ed Kerwin, Executive Director

Date

ATTEST:_____

JORDAN LAKE PARTNERSHIP

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**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: TOWN OF PITTSBORO

Bryan Gruesbeck, Town Manager

Date

ATTEST:_____

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**Allocation Compendium of Potential Raw Water Sources
Triangle J Council of Governments**

Participant: CITY OF RALEIGH

Ruffin Hall, City Manager

Date

ATTEST: _____

JORDAN LAKE PARTNERSHIP

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Participant: WAKE COUNTY

ATTEST

Clerk

James K. Hartmann
County Manager
County of Wake

Date

APPROVED as to form:

This instrument has been preaudited in
Accordance with the provisions of the Local
Government Budget and Fiscal Control Act.

Scott W. Warren
County Attorney

Finance Officer
County of Wake

The person responsible for monitoring the contract performance requirement is:

Eric Staehle

Mark Forestieri, Director
Facilities Design & Construction